

## **NOTICE AND AGENDA**

### **ATTENTION**

IN-PERSON AUDIENCES AT PLANNING & ZONING COMMISSION MEETINGS HAVE BEEN SUSPENDED  
UNTIL FURTHER NOTICE

The meetings will continue to be live streamed on the city's website  
(<https://www.flagstaff.az.gov/1461/Streaming-City-Council-Meetings>)

To participate in the meeting click the following link:

[Join Microsoft Teams Meeting](#)

The public can submit comments that will be read at the dais by a staff member to [CDPandZCommission@flagstaffaz.gov](mailto:CDPandZCommission@flagstaffaz.gov)

**JOINT CITY OF FLAGSTAFF AND COCONINO COUNTY  
PLANNING & ZONING COMMISSION  
WEDNESDAY August 11, 2021, 3:30 P.M.**

**COUNCIL CHAMBERS  
211 WEST ASPEN AVENUE**

**1. Call to Order**

**2. Roll Call**

*NOTE: One or more Commission Members may be in attendance telephonically or by other technological means.*

**City of Flagstaff Planning & Zoning Commission**

DAVID ZIMMERMAN, CHAIR  
MARIE JONES, VICE CHAIR  
CAROLE MANDINO  
DR. ALEX MARTINEZ

DR. ERIC NOLAN  
LLOYD PAUL  
RICARDO GUTHRIE

**Coconino County Planning & Zoning Commission**

TAMMY ONTIVEROS, CHAIR  
DON WALTERS, VICE-CHAIR  
JIM CLIFFORD  
JOHN RUGGLES

MARY WILLIAMS  
DENNIS BACA  
TYANNA BURTON  
SAT BEST

**3. Public Comment**

*At this time, any member of the public may address the Commission on any subject within their jurisdiction that is not scheduled before the Commission on that day. Due to Open Meeting Laws, the Commission cannot discuss or act on items presented during this portion of the agenda. To address the Commission on an item that is on the agenda, please wait for the Chair to call for Public Comment at the time the item is heard.*

**4. APPROVAL OF MINUTES**

Approval of the minutes from the meeting on June 23, 2021.

5. **GENERAL BUSINESS**

A. **Discussion:** Flagstaff Regional Plan 2045 Process

**STAFF RECOMMENDED ACTION:**

Discussion only

6. **MISCELLANEOUS ITEMS TO/FROM COMMISSION MEMBERS**

7. **ADJOURNMENT**

CERTIFICATE OF POSTING OF NOTICE

The undersigned hereby certifies that a copy of the foregoing notice was duly posted at Flagstaff City Hall on \_\_\_\_\_, at \_\_\_\_\_ a.m./p.m. This notice has been posted on the City's website and can be downloaded at [www.flagstaff.az.gov](http://www.flagstaff.az.gov).

Dated this \_\_\_\_\_ day of \_\_\_\_\_, 2021.

\_\_\_\_\_  
Tammy Bishop, Administrative Specialist



**Planning & Zoning Commission**

**5. A.**

**Meeting Date:** 08/11/2021

**From:** Sara Dechter, AICP, Comprehensive Planning Manager

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**Information**

**TITLE**

**Discussion:** Flagstaff Regional Plan 2045 Process

**STAFF RECOMMENDED ACTION:**

Discussion only

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**Attachments**

Staff Report

Regional Plan update data needs

Public Participation Plan

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# **COMMUNITY DEVELOPMENT**

## **MEMORANDUM**

**Date:** July 26, 2021

**To:** Planning and Zoning Commission

**From:** Sara Dechter, AICP, Comprehensive Planning Manager  
Melissa Shaw, AICP, Senior Planner Coconino County, AZ

**Subject:** Flagstaff Regional Plan 2045 Update Process

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### **EXECUTIVE SUMMARY:**

The Flagstaff Regional Plan 2030 was ratified by Flagstaff voters in 2014. According to Arizona Revised Statutes, the City is required to send the plan to voters for readoption or to update the general plan for adoption within 10 years.

Flagstaff has combined our general plan with an area plan for Coconino County that encompasses unincorporated areas within the Metroplan for Greater Flagstaff jurisdiction and, as such, the general plan has been adopted by Coconino County as an amendment to the County's Comprehensive Plan. This intergovernmental approach creates a stronger foundation for land, transportation, water, and natural resources management and planning. Staff recommends, given the County's willingness to participate, following this same approach in our upcoming planning and community engagement efforts.

### **STAFF RECOMMENDED ACTION:**

Discussion of:

1. The proposed public participation approach and schedule
2. The role of the Planning and Zoning Commission throughout the update process
3. Guidance for staff as we move forward

## **INFORMATION:**

The Regional Plan is a policy guide, serving as the general plan for the City of Flagstaff and an amendment to the Coconino County Comprehensive Plan. As mandated by state law, the plan covers a range of topics with information on current conditions and our vision for the future as it relates to the topic at hand. In addition, the plan outlines carefully developed goals and policies to realize the future vision. Strategies to accomplish these goals and policies are located in separate documents, such as neighborhood plans, master plans and strategic plans, and direction for amending the Zoning Ordinance, so that they can remain dynamic, and can be updated with City Council and public direction on a more frequent basis

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*The Flagstaff Regional Plan is: • a collaborative community vision • a collection of goals and policies to achieve that vision • a tool for decision makers, developers, businesses, and citizens • a framework for general planning.*

*The Flagstaff Regional Plan is not: • a mandate for or against development • a zoning ordinance • a Capital Improvement Plan • a City budget • an unchangeable plan, or a law*

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## **Analysis and Data Management**

The Regional Plan is also a rich and integrated assessment of resources, drivers, and systems that work together to produce and protect the built, social, and natural environment of the Greater Flagstaff area. Completion of a Regional Plan update requires complex data analysis and scenario planning that considers over 150 data sources and requires software and analytical efforts. The Plan provides the analytical foundation for:

- Development of Area, Neighborhood and Specific Plans for the City and County
- City and County capital improvement plans,
- Metroplan's Regional Transportation Plan,
- Mountain Line 5-year Plan
- VISSM regional traffic model, which is used in all Traffic Impact Analysis,
- Water Services Master Plan,
- Flagstaff's 100-year water supply certification with Arizona Department of Water Quality
- Open Space planning and management
- Economic Development planning and assessments
- Analysis of conformance for Major Plan Amendments
- Conformance of Zoning Code amendments and annexation cases

## **Data Management Framework**

In order to complete the maps and information required by statute and anticipated information needed by decision makers, staff anticipates needing to organize, evaluate and analyze over 180 different metrics and geospatial datasets. The document with a list of anticipated Regional Plan data needs attached to this report, provides a list compiled by staff at the City, County, Metroplan, and Mountain Line based on meetings between November 2020 and February 2021. The Regional Plan's data management team has already been discussing the nature of this work and how we can best organize and maintain access and ensure the quality of this work. It is anticipated that organizing and evaluating these metrics and creating informational material of them could take 9 to 12 months to complete and would be ongoing throughout the Regional Plan update process.

## **Public Participation**

The heart of the Regional Plan is the vision of the community for its future. Developing this vision is a process that engages a broad and diverse population of nearly 90,000 to 100,000 residents of Coconino County and the City of Flagstaff. The draft Public Participation Plan attached to this report is designed to reflect on past visioning and design a process that will allow the community to take an active and empowered role in developing the next Regional Plan. The Public Participation Plan is broken into four phases:

1. Get Curious and Gain Understanding - focuses on sharing information, generating excitement and listening to feedback
2. What's Possible/What's the Vision - focuses on the art of what is possible and how the community's shared values and concerns for the future can guide the process
3. Plan Creation - focuses on writing, reviewing, and revising the Plan
4. Plan Adoption - focuses on approval of the plan through public hearings and required ballot initiative

## **Emerging Issues**

The Flagstaff Regional Plan 2030 covered a wide variety of topics that affect the Natural, Built, and Human Environment. However, some issues that were not discussed and have grown in importance and focus for the City include Equity, Climate Change Action, and emerging technologies such as broadband, automated vehicles, electric vehicles, and smart street technology.

*Regional Plan Anticipated Data Needs*

<b>Data Required by Statue or utilized in the last Regional Plan</b>	<b>Category</b>	<b>City Required</b>	<b>County Required</b>
<b>Annual NOx Emissions</b>	Air quality		Yes
<b>Annual VOC Emissions</b>	Air quality		Yes
<b>Annual CO2 Emissions</b>	Air quality		Yes
<b>Current population</b>	Demographics		Yes
<b>University enrollment and projections</b>	Demographics		
<b>Population by age</b>	Demographics		Yes
<b>Race and ethnicity</b>	Demographics		Yes
<b>Household Types</b>	Demographics		
<b>Population projections</b>	Demographics		Yes
<b>Population Density</b>	Demographics		Yes
<b>Household density</b>	Demographics		
<b>Household size</b>	Demographics		
<b>Educational Attainment</b>	Demographics		
<b>School enrollment</b>	Demographics		
<b>business density</b>	Economics		Yes
<b>tax revenues</b>	Economics		
<b>employment (by sector)</b>	Economics		
<b>Household income</b>	Economics		
<b>Poverty data</b>	Economics		
<b>Flagstaff Occupations</b>	Economics		
<b>Flagstaff Employers</b>	Economics		
<b>Household Expenditures estimates</b>	Economics		
<b>renewable energy installations</b>	Energy		Yes
<b>Age of housing units</b>	Energy		

*Regional Plan Anticipated Data Needs*

<b>Data Required by Statue or utilized in the last Regional Plan</b>	<b>Category</b>	<b>City Required</b>	<b>County Required</b>
<b>APS Energy Mix</b>	Energy		
<b>Access to incident solar energy</b>	Energy	yes	Yes
<b>Steep slopes</b>	Environment		Yes
<b>NAU Centennial Forest</b>	Environment		
<b>Prairie Dog colonies</b>	Environment	Yes (as a component of "wildlife" but prairie dog not specifically called-out)	Yes
<b>Springs and Seeps</b>	Environment	yes	Yes
<b>Important Birding Area Boundaries</b>	Environment	Yes (as a component of "wildlife" but migratory birds not specifically called-out)	
<b>Terrestrial Ecosystem Survey Data</b>	Environment	yes (but worded different, "forests, soils, rivers and other waters, harbors, fisheries, wildlife, minerals, and other natural resources")	
<b>The conservation element may also cover:(a) The reclamation of land. (b) Flood control.(c) Prevention and control of the pollution of streams and other waters.(d) Regulation of the use of land in stream channels and other areas required for the accomplishment of the conservation plan.(e) Prevention, control and correction of the erosion of soils, beaches and shores.(f) Protection of watersheds.</b>	Environment	"may also cover"	



*Regional Plan Anticipated Data Needs*

<b>Data Required by Statue or utilized in the last Regional Plan</b>	<b>Category</b>	<b>City Required</b>	<b>County Required</b>
<b>NRCS Soil data</b>	Environment	yes (but not specific to NRCS)	
<b>HUCS watersheds</b>	Environment		
<b>Watchable Wildlife Areas</b>	Environment		
<b>Water Courses and bodies</b>	Environment	yes	
<b>Wildlife Corridors</b>	Environment	yes	Yes
<b>historic timeline</b>	Flagstaff History		
<b>FMPO boundary</b>	Geography		
<b>Topography</b>	Geography		
<b>Land Ownership</b>	Geography		
<b>Land Management</b>	Geography		
<b>Urban Growth Boundary</b>	Geography		
<b>City Limits</b>	Geography		
<b>Existing mines, influences of mining operations, and suitable geologic resources</b>	Geology	Yes	
<b>Identified sources of aggregates</b>	Geology	Yes	Yes
<b>Geologic hazard mapping in areas of known geologic hazards</b>	Geology	yes	
<b>Historic Districts</b>	Historic		
<b>Age of Neighborhoods</b>	Historic		
<b>Historic Route 66 alignments</b>	Historic		
<b>Individual Historic Register listings</b>	Historic		
<b>Beal Wagon Road alignments</b>	Historic		
<b>Housing Units</b>	Housing	yes	yes

*Regional Plan Anticipated Data Needs*

<b>Data Required by Statue or utilized in the last Regional Plan</b>	<b>Category</b>	<b>City Required</b>	<b>County Required</b>
<b>Housing demand</b>	Housing	yes	
<b>Second home data</b>	Housing		
<b>Housing construction projections</b>	Housing		
<b>Housing Affordability and costs</b>	Housing		
<b>Median Housing values</b>	Housing		
<b>Identify City programs that promote home ownership, that provide assistance for improving the appearance of neighborhoods and that promote maintenance of both commercial and residential buildings in neighborhoods</b>	Housing	yes	
<b>Identify City programs that provide for the safety and security of neighborhoods</b>	Housing/public safety	yes	
<b>Developed v. undeveloped parcels</b>	Land Use		
<b>building footprints</b>	Land Use		
<b>Vacant Land Available for Development Based on Current Zoning</b>	Land Use		
<b>DEVELOPMENT POTENTIAL OF VACANT PARCELS</b>	Land Use		
<b>Commercial/Industrial Square footage by type</b>	Land Use		
<b>Existing Land Use profile for scenario modeling; County includes compact form development and activity center locations</b>	Land Use	yes	Yes
<b>population within 1/2 mile of a park</b>	Parks, Open Space, and Recreation		

*Regional Plan Anticipated Data Needs*

<b>Data Required by Statue or utilized in the last Regional Plan</b>	<b>Category</b>	<b>City Required</b>	<b>County Required</b>
<b>County Open Space</b>	Parks, Open Space, and Recreation		yes
<b>City Open Space</b>	Parks, Open Space, and Recreation	yes	
<b>City Natural Reservations</b>	Parks, Open Space, and Recreation	yes	
<b>City Parks</b>	Parks, Open Space, and Recreation	yes	
<b>City Parkways and scenic drives</b>	Parks, Open Space, and Recreation	yes	
<b>City Beaches</b>	Parks, Open Space, and Recreation	yes	
<b>City Playgrounds and playfields</b>	Parks, Open Space, and Recreation	yes	
<b>City Bicycle routes</b>	Parks, Open Space, and Recreation	yes	
<b>Other recreation areas</b>	Parks, Open Space, and Recreation	yes	
<b>County Parks and Recreation</b>	Parks, Open Space, and Recreation		Yes
<b>Designated wilderness</b>	Parks, Open Space, and Recreation		
<b>Other federally protected or designated areas</b>	Parks, Open Space, and Recreation		
<b>Cinder Hills OHV area</b>	Parks, Open Space, and Recreation		
<b>Kelly Trails OHV area</b>	Parks, Open Space, and Recreation		
<b>State Trust Lands - High Priority for Retention</b>	Parks, Open Space, and Recreation		
<b>civic and community centers</b>	Public facilities	yes	
<b>public schools</b>	Public facilities	yes	
<b>libraries</b>	Public facilities	yes	

*Regional Plan Anticipated Data Needs*

<b>Data Required by Statue or utilized in the last Regional Plan</b>	<b>Category</b>	<b>City Required</b>	<b>County Required</b>
<b>police stations</b>	Public facilities	yes	
<b>fire stations</b>	Public facilities	yes	
<b>other public buildings</b>	Public facilities	yes	
<b>Flood management infrastructure</b>	Stormwater		
<b>Rural floodplain</b>	Stormwater/Zoning Code		
<b>Visitation</b>	Tourism		
<b>Vehicle Miles Traveled</b>	Transportation		
<b>Journey to Work data</b>	Transportation		
<b>transit ridership</b>	Transportation		
<b>transit service levels</b>	Transportation		
<b>Circulation system - freeways, arterial and collectors, bicycle routes and any other modes</b>	Transportation	yes	Yes
<b>Minimum road widths according to function, clearances around structures</b>	Transportation	yes	
<b>Evacuation routes</b>	Transportation/public safety	yes	
<b>Water Demand - residential, commercial, industrial</b>	Water Services	Yes	Yes
<b>Peak load water supply requirements</b>	Water Services	yes	
<b>Historic Average water sources</b>	Water Services		
<b>Reclaimed water distribution</b>	Water Services		
<b>gpcpd over time</b>	Water Services		

*Regional Plan Anticipated Data Needs*

<b>Data Required by Statue or utilized in the last Regional Plan</b>	<b>Category</b>	<b>City Required</b>	<b>County Required</b>
<b>adequate water supply calculation</b>	Water Services		
<b>Surface water sources</b>	Water Services		Yes
<b>Groundwater sources, well locations</b>	Water Services		Yes
<b>Effluent supplies</b>	Water Services		Yes

*Regional Plan Anticipated Data Needs*

<b>Metrics that may be needed for emerging issues or decision-making</b>	<b>Category</b>
Annual Community Greenhouse Gas Emissions	Climate action metrics
Annual Community Greenhouse Gas Emissions per capita	Climate action metrics
Energy use by housing type	Climate action metrics
Natural Gas usage - residential - annual - total and per building	Climate action metrics
Natural Gas usage - commercial - annual - total and per building	Climate action metrics
Natural Gas usage - industrial - annual - total and per building	Climate action metrics
Electricity usage - residential - annual - total and per building	Climate action metrics
Electricity usage - commercial - annual - total and per building	Climate action metrics
Electricity usage - industrial - annual - total and per building	Climate action metrics
# of electric only buildings - by sector - new and total	Climate action metrics
Energy use per gallon of potable water produced	Climate action metrics
Energy use per gallon of reclaimed water produced	Climate action metrics
# of people living locally, but working remotely	Climate action metrics
# of electric vehicles registered (resident and fleet)	Climate action metrics
VMT by electric vehicles (resident and fleet)	Climate action metrics
# of publicly available EV charging stations	Climate action metrics
Amount of energy distributed by publicly available EV charging stations	Climate action metrics

*Regional Plan Anticipated Data Needs*

Percentage of households living in 15-minute/complete neighborhoods	Climate action metrics
Average annual temperature (regional)	Climate change metrics
Days above 90 degrees	Climate change metrics
Average precipitation - spring	Climate change metrics
Average precipitation - summer (monsoon)	Climate change metrics
Average precipitation - fall	Climate change metrics
Average precipitation - winter	Climate change metrics
Annual snowpack	Climate change metrics
Temperature, humidity, wind, precipitation records broken	Climate change metrics
Extreme weather events	Climate change metrics
Hazardous air quality days per year	Climate change metrics (+ public health)
Annual streamflow	Climate change/Stormwater
Opportunity Areas	Equity
Accessibility measures by mode (accessibility to jobs, health care etc.)	Equity metrics

*Regional Plan Anticipated Data Needs*

bike and ped level of service at the TAZ level comparing Title VI v. wider community	Equity metrics
transit propensity	Equity metrics
Mode share by gender, race, poverty and disability status	Equity metrics
Crime Patterns	Equity metrics
Ways of mapping vulnerable populations that are finer than Title VI	Equity metrics
Disparate impacts to Title VI neighborhoods (positive and negative)	Equity metrics
Internet and Phone Connectivity within the area by population	Equity metrics
Emergency Management communications infrastructure (equity)	Equity metrics
Acreage of agricultural land	Food Systems
% of Population at low-income and low accessibility	Food Systems
Food deserts	Food Systems
Food Insecurity rate	Food Systems
Location of existing and planned utilities	Land Use
Development proposals	Land Use
Capital Improvement Programs	Land Use
Percent increase in capacity to serve residents with 15-minute (1/4 mile) walking access time to City open space	Open Space
Percent increase in access points to open space	Open Space



*Regional Plan Anticipated Data Needs*

Percent use of open space by underrepresented groups	Open Space
Percent use of open space by American with Disabilities	Open Space
Number of annual open space users	Open Space
The economic value derived from open space visitor attraction	Open Space
The health benefits related to open space use for mental and physical health	Open Space
Leading causes of death in the county and possible causes that are tied to the urban and rural environment	Public Health Metrics
Health Care deserts	Public Health Metrics
Medical infrastructure to support the Region (look at COVID patients from out of the area)	Public Health Metrics
COVID data that show where systems were stressed by the pandemic	Public Health Metrics
Quality of prenatal care [possibly by race] (access indicator)	Public Health Metrics
Percent insured (health insurance)	Public Health Metrics
multigenetic stormwater facilities - LID water quality basins, and recreational ponds.	Stormwater
Number or regional flood mitigation facilities. Multi-use for regional flood control and recreation/open space.	Stormwater
Flood frequency	Stormwater
Stream channel health	Stormwater
Acreage of rural floodplains	Stormwater
Acreage of administrative floodplains	Stormwater
recreation impacts	Tourism
Trip Length	Transportation
Concentration of traffic and associated impacts (corresponds to race and income	transportation/public health

*Regional Plan Anticipated Data Needs*

Crash History (possibly by Title VI locations, Age, gender)	Transportation/public safety
Per Capita Waste Generation	Waste and Consumption
Pounds of recycling per household per week	Waste and Consumption
Single family recycling rate	Waste and Consumption
Commercial & Multifamily recycling rate	Waste and Consumption
Community-wide diversion rate	Waste and Consumption
Consumption-based greenhouse gas emissions	Waste and Consumption
Type of Water Source for County areas (access in general, healthy water, wastewater system)	Water access and availability in rural areas

# Regional Plan 2045 Comprehensive Update

## Public Participation Plan Outline

### Introduction, Purpose and Requirements

#### **What is the Regional Plan?**

The Flagstaff Regional Plan is a policy guide, serving as the general plan for the City of Flagstaff and an amendment to the Coconino County Comprehensive Plan. As mandated by state law, the plan covers a range of topics with information on current conditions and our vision for the future as it relates to the topic at hand. In addition, the plan outlines carefully developed goals and policies to realize the future vision.

#### **Project Purpose**

The purpose of this project is to:

- Meet the Arizona State requirements that the City's General Plan be updated and sent back to City voters, every 10 years with all appropriate content outlined in ASRS 9-461.
- Create a shared land use and transportation vision for the City and surrounding areas of the County within the Metroplan boundary.
- Ensure sustainable and adequate public facilities for all residents.
- Ensure all relevant natural, economic, and social resources and issues are included in the plan with appropriate goals and policies.

#### **Importance of Public Participation**

Public participation is central to the creation of the City's general plan. The document that is created or updated as part of the process should embody the desires, vision and trade-offs that the community will face for the next 20 or more years. The State statute require municipalities to provide for "effective, early and continuous public participation in the development ... of general plans from all geographic, ethnic and economic areas of the municipality." The Regional Plan is a touchstone for all other policy work and land use decision within the City and for the surrounding communities in the County. Both organizations have taken a people-centered approach to this public engagement and have seen it as an important step in establishing a transparent and two-way dialogue with the community.

#### **Level of Public Participation and Objectives**

Since November 2012, the City of Flagstaff has had a Public Participation policy that uses the International Association for Public Participations, Spectrum of Public Participation chart as a communication tool that ensures the expectations of the public and the organization are aligned. The General Plan for the city, is by requirement an "Empower" level of participation because the final product is ultimately sent to the City voters for approval on a ballot. However, that is only the final step, and the public does not get to vote on individual portions of the plan but on the document as a whole. Therefore, most of the intermediate steps and the adoption of the plan by the County are at the "Collaborate" level of the spectrum. This plan outlines strategies that could be used to implement this level of public participation for the nearly 100,000 residents of Flagstaff and the surrounding areas of Coconino County in a manner that is transparent, accessible, and equitable to all participants.

## IAP2 Spectrum of Public Participation



IAP2's Spectrum of Public Participation was designed to assist with the selection of the level of participation that defines the public's role in any public participation process. The Spectrum is used internationally, and it is found in public participation plans around the world.

INCREASING IMPACT ON THE DECISION					
	INFORM	CONSULT	INVOLVE	COLLABORATE	EMPOWER
PUBLIC PARTICIPATION GOAL	To provide the public with balanced and objective information to assist them in understanding the problem, alternatives, opportunities and/or solutions.	To obtain public feedback on analysis, alternatives and/or decisions.	To work directly with the public throughout the process to ensure that public concerns and aspirations are consistently understood and considered.	To partner with the public in each aspect of the decision including the development of alternatives and the identification of the preferred solution.	To place final decision making in the hands of the public.
PROMISE TO THE PUBLIC	We will keep you informed.	We will keep you informed, listen to and acknowledge concerns and aspirations, and provide feedback on how public input influenced the decision.	We will work with you to ensure that your concerns and aspirations are directly reflected in the alternatives developed and provide feedback on how public input influenced the decision.	We will look to you for advice and innovation in formulating solutions and incorporate your advice and recommendations into the decisions to the maximum extent possible.	We will implement what you decide.

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Throughout the public participation process, the team will adhere to the Core Values for the Practice of Public Participation:

1. Public participation is based on the belief that those who are affected by a decision have a right to be involved in the decision-making process.
2. Public participation includes the promise that the public's contribution will influence the decision.
3. Public participation promotes sustainable decisions by recognizing and communicating the needs and interests of all participants, including decision makers.
4. Public participation seeks out and facilitates the involvement of those potentially affected by or interested in a decision.
5. Public participation seeks input from participants in designing how they participate.
6. Public participation provides participants with the information they need to participate in a meaningful way.
7. Public participation communicates to participants how their input affected the decision.

## Intergovernmental Coordination and Partnerships

While the City could complete a General Plan update independently, the practice over that last 25 years in Flagstaff has been to create a shared vision for the County, City and Metroplan for land use and transportation objectives based on a shared scenario planning and analysis process. This is done not only for organization alignment but to increase the communities competitiveness for State and Federal funding and to ensure a solid understanding of trade-offs in transportation and land use decision making and funding. Partners also benefit from shared terminology, policies and definitions in joint decision-making.

The City and County both use the Flagstaff Regional Plan to make coordinated land use decisions, such as annexations, rezoning cases, new subdivisions and use permits, as the County's Comprehensive Plan does not have a future land use map. Planning efforts with the City of Flagstaff, Coconino County and community partners that directly use the data, assumptions and policies of the Regional Plan include:

- City Specific Plans: Southside, La Plaza Vieja, John Wesley Powell Area, High Occupancy Housing, etc.
- County Area Plans: Bellemont, Doney Park-Timberline-Fernwood, Fort Valley, Mountaineer, and Kachina Village
- Metroplan Regional Transportation Plan
- Mountain Line 5-year Strategic Plan
- City of Flagstaff Water Services 100-year Water supply study, submitted to ADEQ every 5 years
- City of Flagstaff Climate Change Action and Adaptation Plan and Carbon Neutrality Plan
- City of Flagstaff Active Transportation Master Plan

Also, it is common for community non-profits and business to reference the Regional Plan in their long ranging planning efforts, such as the Flagstaff Trails Initiative.

### Regional Plan Update Guiding Principles

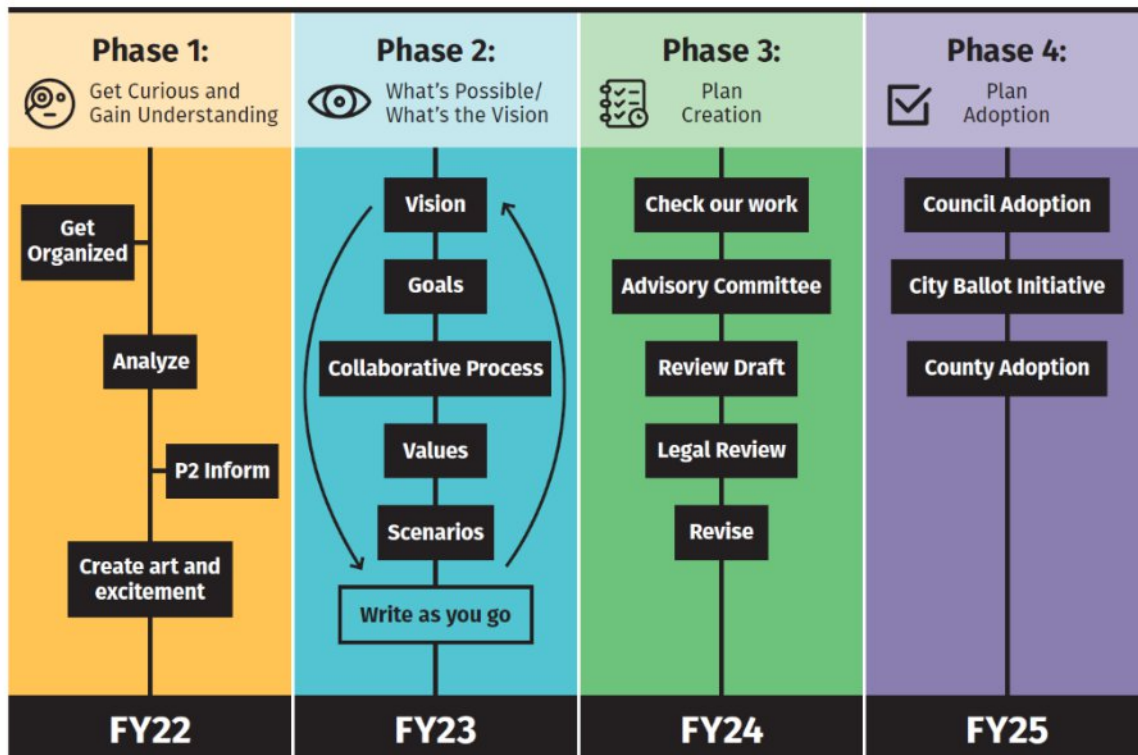
The following are Guiding Principles for the process of updating the Regional Plan, based on lessons learned from interviews with participants in previous efforts. These principles have been refined in specific planning efforts over the last 7 years and may be added to or revised for new feedback from the public and elected officials.

- Right People, Right Agenda, Right Timing – Conversations and decisions about the Regional Plan need to have all three of these elements to be a good use of staff and participant's time. Committing to all three elements requires giving time to ensure everyone who is essential to the conversation can be present and that everyone is clear on roles and meeting objectives before making a decision.
- Experts and Public Work Together – The plan must be developed together with knowledge and perspectives from inside the City and County government, the point of view of researchers and outside experts, and the diverse community members woven together into a shared vision that is founded in both hope and reality.
- Need for Outside Facilitation – City and County staff are not always the right facilitators of every conversation or part of the process and the need for neutral outside facilitation should be considered carefully at each step.

- Equity and Inclusion – The participants of the process should reflect the diversity of our community and the table should be set for every age, gender, race, and neighborhood to have conversations about our community’s future.
- Clear expectations for Endorsement – Elected officials, appointed officials, City and County management, and the public all have a role in endorsing the next Regional Plan and ensuring that it describes a future and a path forward that creates shared purpose. It is important that the manner and order of this endorsement is clear to all participants so they can understand the role they can play and the timing of that role.

## Public Participation Proposed Phases and Strategies

### Regional Plan 2045 Update Process



The process outlined in the graphic above are dependent on the available resources and direction from the City Council and Board of Supervisors in work sessions in the Spring 2020. All the strategies listed below need detailed legal review and possibly review by Human Resources before the City or County can commit to it. Staff also has contingency plans if resources are limited or there are unforeseen delays in the process.

#### Phase 1: Get Curious, Create Excitement, and Gain Understanding

Phase 1 will invite the public to engage the process with curiosity, imagination and hope. The goal is to inform the public about the process, its meaning and to solicit feedback on the qualities values and

challenges that should be addressed in the plan update. In addition to surveys, educational webinars, and traditional means of public engagement. Phase 1 would also incorporate art and youth as a basis for creating excitement and forward thinking touchpoints for the more interactive public engagement.

In the background, the City, County, Metroplan and other partners will be organizing and analyzing hundreds of data points that are required for the plan and creating summaries for the City and County's Boards and Commissions to evaluate and provide feedback. This will be the basis for understanding the story of the Flagstaff Region's growth and what it means for our community's future.

Proposed strategies:

- Fun outdoor kick-off event and Public event booths
- Strength Weakness Opportunity and Threat assessment with Boards and Commissions on required and emerging topics of concern
- Focus groups or stakeholder interviews with key stakeholders, community organizations
- Educational webinars and talks
- Online Surveys
- Opportunities to incorporate artists into visioning, such as an art contest or juried event or graphic notetaking
- Youth-specific activities
- Targeted outreach for hard to reach communities to be developed with appropriate partners
- Develop a media plan to launch/kick off the process, promote events and engagement

## Phase 2: Vision and Goals

### Establish Planning Questions

Phase 2 will open with a review of the learning and sharing from Phase 1 designed to generate planning questions and prioritizing them during a series of workshops, accompanied by an online survey. The objective of these engagements will be to identify critical success factors that the project will need to address and to get conceptual feedback on anticipated trade-offs and decision points.

### Collaborative Process

Concurrent with Charettes and other workshops, the City and County would convene a collaborative group process, using one or several of the following techniques:

- Informal Working Groups – The Planning and Zoning and other Boards and Commissions Could convene informal working groups to discuss specific aspects of the Regional Plan revision and update that would consider the planning questions and provide advise to staff on what to include in the draft plan.
- Study Circles – Study circles are a small group deliberative process that are formed of volunteers who have a common interest on a very specific issue, and are facilitated by a non-expert that keeps the discussion on track. Staff could participate as a member of the circle but some circles may form without staff representation. Participation in each study circle could be up to 15 people before a second study group would be formed. Study groups could be hosted by nonprofits and community organizations with a materials box and support from City staff.
- Citizen Assembly - A Citizen Assembly is a group of a residents that meet in a legislative fashion to create recommendations on an issue or topic, and a Citizen's Panel would be a similarly



formed body that is more focused on evaluating material and participating in writing with staff. A citizen assembly is formed by participants that are randomly selected based on characteristics such as geography, income, gender, age, race, etc. to ensure the make up of the group is representative of the population within the planning area. Often Citizen assembly participants are paid and provided child care vouchers as an equity measure and to ensure representativeness of the group.

- Citizen Panel – A Citizen Panel is a group similar to a focus group, except that the volunteers meet over several months on a series of topics. The Panel does not have to arrive at consensus but can deliberate and debate the topics they are asked to consider. If more than one recommendation is made, the panel members can offer majority and minority opinions to the project team.

The selection of technique would be dependent on feedback from the Board of Supervisor's and City Council in a future work session and the availability of resources appropriate to each technique. The objectives of this step would be to ensure diversity in participants and to gather input on a values, attitudes, beliefs and to share knowledge and insights.

The defined activities of a Working Group, Study Circle, Assembly or Panel in Phase 2 would be:

1. To draft the Community Vision and solicit feedback,
2. To assess the strength and weakness of the existing plan,
3. To answer the planning questions identified in early outreach
4. To make recommendations to staff on how to address emerging issues in the plan, and
5. To assist in writing the first draft of the plan including

### **Charettes and Workshops, Roadshows and Tours**

The City and County would also convene design charettes and workshops for the general public that would encourage the consideration of future scenarios and how they could impact the City's balance of resources, especially land, water, transportation, natural resources and climate change impacts. Roadshows would be designed to take the workshops into County neighborhoods. At this stage it could be beneficial to organize bus tours of the planning area.

Metroplan and Mountain Line may be engaged in parallel planning processes during this Phase to create their 5-year plans that are used for project planning. This is a ripe opportunity to combine resources in discussing the transportation future of the community. There is the potential for shared public workshops or events that will be discussed as the projects move forward.

### **Phase 3: Create and Review the Plan**

For Phase 3, the Board of Supervisors and City Council may chose to convene and appoint a volunteer advisory committee. The committee's task would be to review the drafts of the Regional Plan being created and to provide recommendations to staff on resolving any conflicts that arise from the public review.

Workshops would also be held and opportunities to review the plan in study groups or at public events would also be incorporated into Phase 3. As the draft chapters are endorsed by the Advisory Committee, they will also be presented to relevant boards and commissions at the City and the County.



After the full plan has been reviewed and endorsed by the advisory committee, the plan will be released for a 60-90 day public review. Open Houses and webinars will support this effort and public surveys and comment portals will be made available.

After the public review period, the advisory committee could reconvene to review comments and provide direction to staff. Staff would make appropriate revisions and provide it to the advisory committee for endorsement.

#### Phase 4: Steps to Adopt the Plan

1. The public hearing draft of the Plan would be released at least 30 days prior to a Planning and Zoning working retreat that would be held jointly between the City and County's Planning and Zoning Commissions. This retreat would be open to the public and would be held at least 30 days before the first public hearing for either of the Commissions to allow adequate time for revisions.
2. The City Council and Board of Supervisors may also elect to have a retreat with the plan with or without the Planning and Zoning Commissions prior to the commencement of the Planning and Zoning Commissions public hearing processes.
3. The Planning and Zoning Commissions will make recommendations to the elected officials after holding a public hearing and receiving public comment.
4. City Council will hold a public hearing on the Regional Plan and may approve the ballot initiative by special election or in conjunction with an appropriate election that is already scheduled. City voters will then be given the opportunity to ratify the Regional Plan as scheduled by the Council.
5. The Board of Supervisors will hold a public hearing and may vote to approve the Regional Plan as an amendment to the County Comprehensive Plan by resolution. Staff recommends the Board of Supervisor's considers voting after the Ballot Initiative for the City is canvassed.

### Communication Strategies

#### **Project Branding**

Part of the advertising budget for this process will be used to develop and test project branding that will unify the message of the project and allow for easy identification of events and work products.

#### **Media**

The City's Associate Planner will be the primary point of contact for media calls and will route and coordinate the media requests through the appropriate Public Affairs department at the City or County.

Media releases will be drafted by the project team and reviewed and released by the appropriate Public Affairs department at the City or County.

Interview requests will be coordinated with the Directors of the City and County Public Affairs programs.

#### **Online Outreach and Accessibility**

The existing Facebook page for the Flagstaff Regional Plan 2030 will be rebranded and expanded onto Instagram as part of the project launch. There will be a coordinated effort on which City and County social media accounts should share and promote the project.

The City of Flagstaff will host the project website and web maps and will include the County staff in the design and messaging.

#### **In-Person**

For the duration of the COVID-19 pandemic, in-person events will follow social distancing and public health guidelines of Coconino County.

**Mail and Notices**

City and County area-wide publications, water bills and other notices, and direct mailings may all be used to notify citizens and residents about the project. Notice requirements will follow the Arizona State Revised Statutes for a General Plan Update and Comprehensive Plan Amendment (See Public Participation Requirements in Appendix E).

## Appendix A: Vision 2020 and the Flagstaff Regional Plan 2030 Lessons

### Flagstaff Vision 2020 Process and Outcome

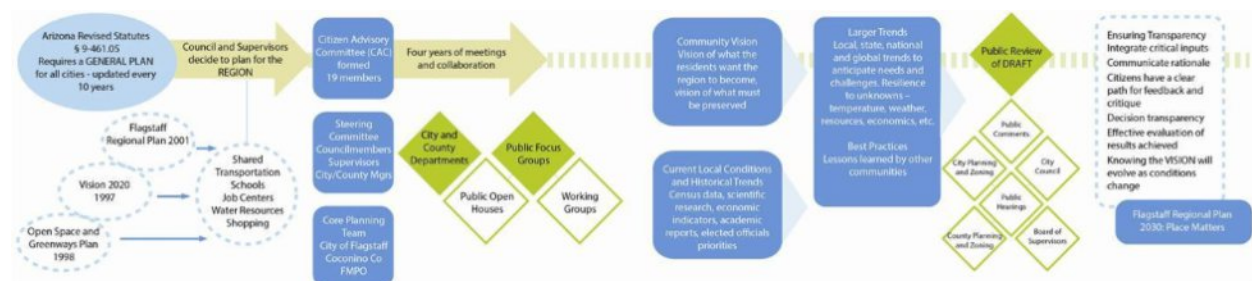
The City of Flagstaff undertook its first visioning process in the mid-1990s. Like the process that the City will embark on in 2021, this process involved research, sharing information and a large effort in community outreach and participatory planning. The process was broken into three Phases 1) Setting a Context, 2) Creating a Vision and 3) Charting a Course. You can review a full archive of the Vision 2020 process at the NAU Cline Library Digital Exhibit and oral history site:

<https://library.nau.edu/speccoll/exhibits/scaexhibits/flagstaff2020/>

The effort resulted in the adoption of the [Flagstaff Regional Land Use and Transportation Plan](#) in 2001.

### Flagstaff Regional Plan 2030 Process

The process of revisioning and re-adopting the Regional Plan occurred between 2009 and 2014. Instead of reimagining the 2020 Vision, the process began with the formation of the Citizen Advisory Committee or CAC, which was made up of both City and County residents. The CAC met from the beginning to the end of the process of developing the plan and was supported by scenario planning analysis that provided rich and meaningful data behind the plan. The data developed in this process has been used by the City in strategic planning for utilities, transportation, neighborhood planning and other related issues over the last 7 years. You can find a full description of the process for developing the plan is available for review on the City's website in the [Regional Plan archives](#). The process resulted in the [Flagstaff Regional Plan 2030](#) being ratified by voters in 2014.



In 2014, Sara Dechter, the Comprehensive and Neighborhood Planning Manager, was hired at the end of this process and she conducted a series of after action interviews with former CAC members to gain their perspectives on the process and what could be done to make it better next time. These interviews resulted in lessons learned that the program has been applying and testing in neighborhood plans for La Plaza Vieja and the Southside Community Specific Plans as well as the High Occupancy Housing Plan. The result has been innovative and inclusive projects and plans that created trust and community empowerment. The practice of these lessons is now ready to be applied to the update of the Regional Plan and to provide Regional Plan Update Guiding Principles (found on page 3) for public participation, partnerships and project management.

## Appendix B: Stakeholder Assessment

Flagstaff population estimate 2020: 75,219<sup>1</sup>

### Age Characteristics

Median Age 25.8 years old

Flagstaff youth population (under 18): 12,085

NAU Fall 2020 enrollment: 21,495

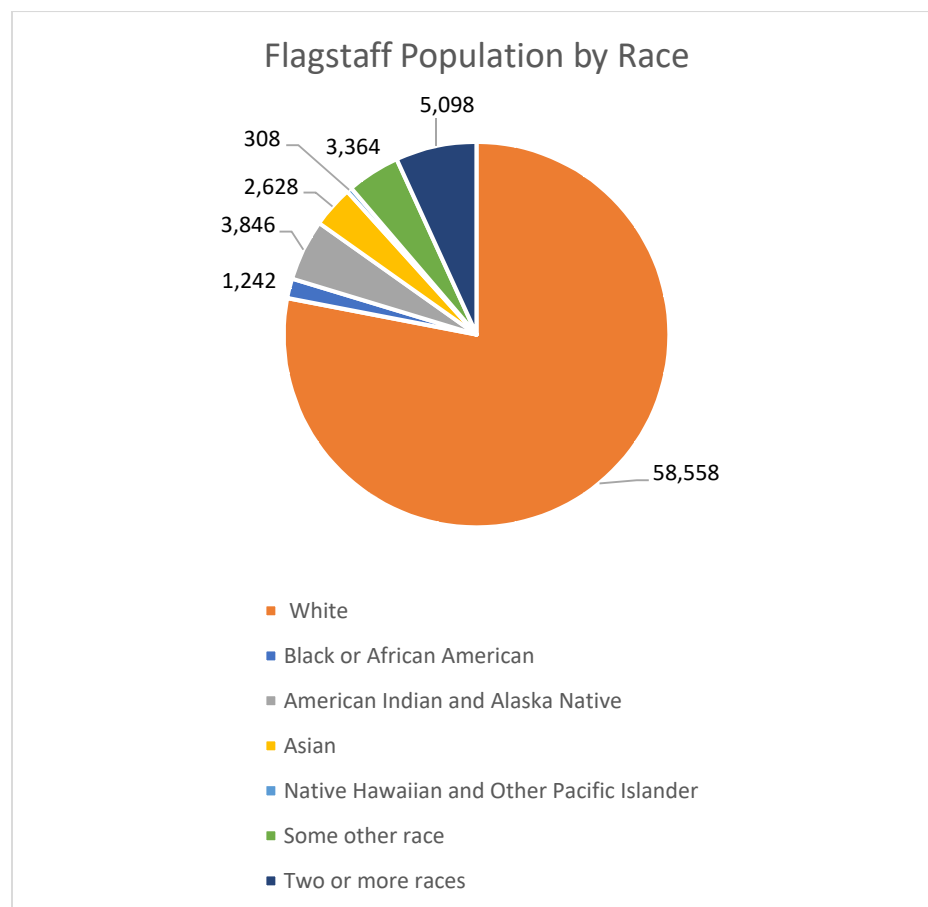
Flagstaff Population age 65 years old and over: 6,527

### Other Characteristics

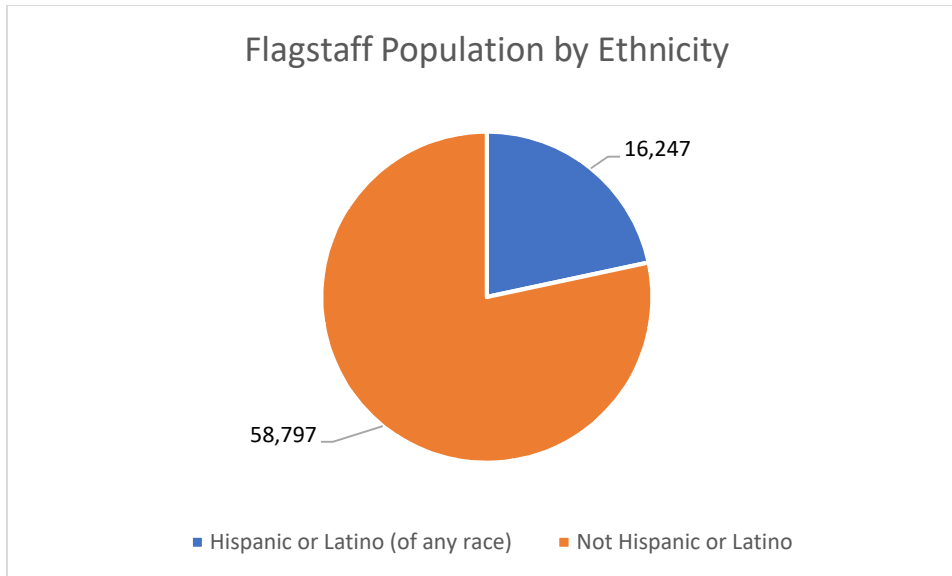
Flagstaff Households that Speak a language other than English at home: 9,941 (6,390 Spanish and the remainder are other)

Population estimate 2020 within the Metroplan boundary but outside the City: To be determined with the 2020 Census redistricting data release in September 2021.

### Race and Ethnicity Characteristics



<sup>1</sup> Office of Economic Opportunity estimate



### Barriers and Challenges to Participation

Flagstaff and the surrounding areas of Coconino County have a few known barriers to participation in area wide efforts that will need to be incorporated into the 2020 Regional Plan update. This section outlines a few of those issues and may be updated as work on the project continues:

1. Youth and College age participation – Flagstaff’s median age is 25.8 yet the majority of participants in public processes are over the age of 25. Online engagement has been shown as more successful in engaging this population.
2. Language – 13.2% of Flagstaff’s population speaks a language other than English at home. These residents that are hard to reach and require additional project resources to ensure their inclusion.
3. Lack of broadband and internet access – outlying areas of Flagstaff lack reliable internet access which can limit the effectiveness of social media outreach and will require specific techniques for communication and engagement.

## Appendix C: Anticipated Costs and Funding

Staff estimates that a minimum of \$124,000 will be needed to meet the minimum requirements for notice, mailings, outreach, and analysis of a joint City-County Regional Plan. This amount of funding would not allow for the Public Participation Outline to be fully implemented and would require a scaled back approach to analysis and public engagement, especially in Phase 2. Full funding of the project as presented in this outline requires approximately \$400,000 to \$500,000 in funding over several years, part of which may be supported by grants, as staff is able to apply for them. This estimate also includes the cost of a special election. Funding sources to be determined and may be provided over several budget years.

The FY22 City Manager’s Budget includes funding for noticing of City residents and consulting services to support data management, analysis and presentation that supports scenario planning. The City’s Beautification and Public Arts Commission has augmented this funding to bring artists and youth into

Phase 1 of the process in order to promote creative thinking and visual outputs that can support the vision of the Plan. See the January 11, 2021 BPAC Meeting Minutes and Video for details.

Coconino County is providing dedicated staff time and resources to assist with facilitating the process, data collection, analysis and public outreach efforts of the Regional Plan update. County staff anticipates that funding specifically targeted for public noticing and mailings necessary for this project will be requested in future budget cycles. At this time funding that the County may be able to commit to this project for portions of the Regional Plan update beyond notices and mailings is uncertain. County staff will continually apprise the Board of Supervisors as decisions are made by the City during the project development.

## Appendix D: Endorsements and Evaluation Outcomes and Adjustments

This section will provide a summary of how the project will be evaluating the success of public participation efforts. Evaluation Questions (based on P2 objectives) will be created by September 2021 based on feedback from City Council, the Board of Supervisors and City and County Board and Commissions. And details of what products will be endorsed by which groups and when will be drafted and reviewed by City Council and the board of Supervisors by the end of 2021.

### Project Endorsement

- City Council
- Board of Supervisors
- City Planning and Zoning
- County Planning and Zoning
- Other Boards and Commissions
- City Management
- County Management
- Appointed or selected review assembly, panel or committee.

## Appendix E: Statutory Public Participation Requirements

### Municipal Requirements

Excerpts relevant to public participation from Arizona Revised Statutes 9-461.06. [Adoption and amendment of general plan; expiration and readoption](#)

A. In municipalities that have territory in a high noise or accident potential zone as defined in section 28-8461, the legislature finds that in general plans and amendments to general plans land use compatibility with the continued operation of a military airport or ancillary military facility as defined in section 28-8461 is a matter of statewide concern.

B. The general plan and any amendment to such plan shall be adopted or readopted in the manner provided in this article.

C. The governing body shall:

1. Adopt written procedures to provide effective, early and continuous public participation in the development and major amendment of general plans from all geographic, ethnic and economic areas of the municipality. The procedures shall provide for:

(a) The broad dissemination of proposals and alternatives.

(b) The opportunity for written comments.

(c) Public hearings after effective notice.

(d) Open discussions, communications programs and information services.

(e) Consideration of public comments.

2. Consult with, advise and provide an opportunity for official comment by public officials and agencies, the county, school districts, associations of governments, public land management agencies, the military airport if the municipality has territory in the vicinity of a military airport or ancillary military facility as defined in section 28-8461, other appropriate government jurisdictions, public utility companies, civic, educational, professional and other organizations, property owners and citizens generally to secure maximum coordination of plans and to indicate properly located sites for all public purposes on the general plan.

D. At least sixty days before the general plan or an element or major amendment of a general plan is noticed pursuant to subsection E of this section, the planning agency shall transmit the proposal to the planning commission, if any, and the governing body and shall submit a copy for review and further comment to:

1. The planning agency of the county in which the municipality is located.

2. Each county or municipality that is contiguous to the corporate limits of the municipality or its area of extraterritorial jurisdiction.

3. The regional planning agency within which the municipality is located.

4. The Arizona commerce authority or any other state agency that is subsequently designated as the general planning agency for this state.

5. The department of water resources for review and comment on the water resources element, if a water resources element is required.

6. If the general plan or an element or amendment of the general plan is applicable to territory in the vicinity of a military airport or ancillary military facility as defined in section 28-8461, the military airport.

7. If the general plan or an element or major amendment of the general plan is applicable to property in the high noise or accident potential zone of a military airport or ancillary military facility as defined in section 28-8461, the attorney general. For the purposes of this paragraph, "major amendment" means a substantial alteration of the municipality's land use mixture or balance as established in the municipality's existing general plan land use element.

8. Any person or entity that requests in writing to receive a review copy of the proposal.

E. ... When the general plan or any major amendment is being adopted, planning commissions in municipalities having populations over twenty-five thousand persons shall hold two or more public hearings at different locations within the municipality to promote citizen participation. Notice of the time and place of a hearing and availability of studies and summaries related to the hearing shall be given at least fifteen and not more than thirty calendar days before the hearing by:

1. Publication at least once in a newspaper of general circulation published or circulated in the municipality, or if there is none, the notice shall be posted in at least ten public places in the municipality.

2. Such other manner in addition to publication as the municipality may deem necessary or desirable.

F. Action by the planning commission on the general plan or any amendment to the plan shall be transmitted to the governing body of the municipality.

G. Before adopting the general plan, or any amendment to it, the governing body shall hold at least one public hearing. Notice of the time and place of the hearing shall be given in the time and manner provided for the giving of notice of the hearing by the planning commission as specified in subsection E of this section.

H. The adoption or readoption of the general plan or any amendment to such plan shall be by resolution of the governing body of the municipality, after notice as provided for in subsection E of this section. The adoption or readoption of or a major amendment to the general plan shall be approved by affirmative vote of at least two-thirds of the members of the governing body of the municipality. ....

J. A copy of the adopted general plan of a municipality shall be sent to the planning agency of the county within which the municipality is located, and such plan or any portion of the plan may be adopted as a part of the county general plan.

K. A general plan, with any amendments, is effective for up to ten years from the date the plan was initially adopted and ratified pursuant to subsection M of this section, or until the plan is readopted pursuant to this subsection and ratified pursuant to subsection M of this section or a new plan is adopted pursuant to this subsection and ratified pursuant to subsection M of this section, and becomes effective. On or before the tenth anniversary of the plan's most recent adoption, the governing body of the municipality shall either readopt the existing plan for an additional term of up to ten years or shall adopt a new general plan as provided by this article....

M. The governing body of a city or town having a population of more than two thousand five hundred persons but less than ten thousand persons and whose population growth rate exceeded an average of two per cent per year for the ten year period before the most recent United States decennial census, and any city or town having a population of ten thousand or more persons, shall submit each new general plan adopted pursuant to subsection K of this section to the voters for ratification at the next regularly scheduled municipal election or at a special election scheduled at least one hundred twenty days after the governing body adopted the plan pursuant to section 16-204. The governing body shall include a general description of the plan and its elements in the municipal election pamphlet and shall provide public copies of the plan in at least two locations that are easily accessible to the public and may include posting on the municipality's official internet website. If a majority of the qualified electors voting on the proposition approves the new plan, it shall become effective as provided by law. If a majority of the qualified electors voting on the proposition fails to approve the new plan, the current plan remains in effect until a new plan is approved by the voters pursuant to this subsection. The governing body shall either resubmit the proposed new plan, or revise the new plan as provided by this section, for subsequent submission to the voters at the next regularly scheduled municipal election or at a special election scheduled at least one hundred twenty days after the governing body readopted the



new or revised new plan. All subsequent adoptions and submissions of the new plan or revised plans must comply with the procedures prescribed by this section until the plan is ratified....

O. A person, after having participated in the public hearing pursuant to subsection H of this section, may file a petition for special action in superior court to review the governing body's decision that does not comply with the mandatory requirement prescribed in section 9-461.05, subsection C, paragraph 1, subdivision (g) within thirty days after the governing body has rendered its decision. The court may affirm, reverse or remand to the governing body, in whole or in part, the decision reviewed for further action that is necessary to comply with the mandatory requirements prescribed in section 9-461.05, subsection C, paragraph 1, subdivision (g)

### **Additional Requirements from Flagstaff City Code Title 11-10.20.010 Comprehensive Plan Updates relevant to Public Participation**

....B. The adoption of a new General Plan or readoption of the General Plan shall follow the common procedures for General Plan amendments (Section [11-10.10.020](#)) and the procedures for a major plan amendment (Section [11-10.20.020](#)), except that it need not be heard at a single public hearing held during the calendar year in which the application was filed. ....

E. All Comprehensive Plan updates are subject to the public participation procedures established in Section 10-20.30.060, Neighborhood Meeting

F. Ratification.

1. Each new or readopted General Plan shall be submitted to the voters for ratification at the next regularly scheduled municipal election or at a special election scheduled at least one hundred twenty (120) days after the governing body adopted the General Plan pursuant to A.R.S. Section 16-204. The Council shall include a general description of the General Plan and its elements in the municipal election pamphlet and shall provide copies of the proposed General Plan to the public in at least two (2) locations that are easily accessible to the public, which may include posting on the City's official Internet website.
2. If a majority of the qualified electors voting on the proposition approves the new or readopted General Plan, it shall become effective as provided by law.
3. If a majority of the qualified electors voting on the proposition fails to approve the new or readopted General Plan, the current General Plan remains in effect until a new or readopted General Plan is approved by the voters pursuant to this section. The Council may resubmit the proposed new or readopted General Plan, or revise the new or readopted General Plan as provided by this section for subsequent submission to the voters. (Ord. 2015-13, Amended, 06/02/2015)

### **County Requirements**

Public participation and adoption requirements from Arizona Revised Statutes Section 11-805: [Comprehensive plan adoption; notice; hearing; amendment; expiration; readoption.](#)

*NOTE: For procedural purposes, the County process for adopting the Regional Plan update is assumed to be a "major amendment" to the comprehensive plan.*

A. The board shall adopt a comprehensive plan and subsequently amend or extend the adopted plan as provided by this article. On adoption or readoption, the plan, or any part of the plan, shall be the official guide for the development of the area of jurisdiction. Any change, amendment, extension or addition of the comprehensive plan may be made only pursuant to this chapter.

B. The board of supervisors shall:

1. Adopt written procedures to provide effective, early and continuous public participation in the development and major amendment of the comprehensive plan from all geographic, ethnic and economic areas of the county. The procedures shall provide for:

- (a) The broad dissemination of proposals and alternatives.

- (b) The opportunity for written comments.

- (c) Public hearings after effective notice.

- (d) Open discussions, communications programs and information services.

- (e) Consideration of public comments.

2. Consult with, advise and provide an opportunity for official comment by public officials and agencies, municipalities, school districts, associations of governments, public land management agencies, the military airport if the county's area of jurisdiction includes territory in the vicinity of a military airport or ancillary military facility as defined in section 28-8461, other appropriate government jurisdictions, public utility companies, civic, educational, professional and other organizations, property owners and citizens generally to secure the maximum coordination of plans and to indicate properly located sites for all public purposes on the plan.

C. The commission shall confer with the state land department and the governing bodies and planning commissions of cities and towns in the county for the purpose of guiding and accomplishing a coordinated, adjusted and harmonious development of the county, of zoning districts, of urban growth and of public improvements and utilities that do not begin and terminate within the boundaries of any single city or town and that will, pursuant to the present and future needs of the county, best promote with efficiency and economy the health, safety, morals, order, convenience or general welfare of the public.

D. The commission shall coordinate the production of the comprehensive plan with the creation of the conceptual state land use plans under title 37, chapter 2, article 5.1. The commission shall cooperate with the state land department regarding integrating the conceptual state land use plans into the comprehensive plan.

E. The commission may formulate and draft the comprehensive plan as a whole, or as separate parts of the plan corresponding with functional divisions of the subject matter, and, subject to the limitations of this chapter, may amend, extend or add to the comprehensive plan.

F. At least sixty days before the comprehensive plan or an element or major amendment of a comprehensive plan is noticed pursuant to subsection G of this section, the commission shall transmit the proposal to the board of supervisors and submit a copy for review and further comment to:

1. Each municipality in the county.
2. Each other county that is contiguous to the county.
3. The regional planning agency in the county.
4. The Arizona commerce authority or any other state agency that is subsequently designated as the general planning agency for this state.
5. The department of water resources for review and comment on the water resources element, if a water resources element is required.
6. If the comprehensive plan or an element or amendment of the comprehensive plan is applicable to territory in the vicinity of a military airport or ancillary military facility as defined in section 28-8461, the military airport.
7. If the comprehensive plan or an element or major amendment of the comprehensive plan is applicable to property in the high noise or accident potential zone of a military airport or ancillary military facility as defined in section 28-8461, the attorney general. For the purposes of this paragraph, "major amendment" means a substantial alteration of the county's land use mixture or balance as established in the county's existing comprehensive plan land use element for that area of the county.
8. Any person or entity that requests in writing to receive a review copy of the proposal.

G. After considering any recommendations from the review required under subsection F of this section, the commission shall hold at least one public hearing. Notice of the time and place of a hearing and availability of studies and summaries related to the hearing shall be given at least fifteen and not more than thirty calendar days before the hearing by:

1. Publication at least once in a newspaper of general circulation in the county seat.
2. Publication at least once in a newspaper of general circulation in the area to be affected, or adjacent to the area to be affected, if the area affected is other than the county seat.
3. Such other manner in addition to publication as the county may deem necessary or desirable.

H. After the commission recommends the comprehensive plan or any section of the plan, the plan shall be submitted to the board of supervisors for its consideration and official action.

I. Before the adoption, amendment or extension of the plan, the board shall hold at least one public hearing on the plan. After the board considers the commission's recommendation and any recommendations from the review required under subsection F of this section, the board shall hold at least one public hearing at which residents of the county shall be heard concerning the matters contained in the plan. At least fifteen days' notice of the hearing shall be given by one publication in a newspaper of general circulation in the county seat. The board shall consider protests and objections to the plan and may change or alter any portion of the comprehensive plan. However, before any change is made, that portion of the plan proposed to be changed shall be re-referred to the commission for its recommendation, which may be accepted or rejected by the board.

J. The board of supervisors may adopt the county comprehensive plan as a whole or by successive actions adopt separate parts of the plan. The adoption or readoption of the comprehensive plan or any amendment to the plan shall be by resolution of the board. The adoption or readoption of, or a major amendment to, the county comprehensive plan shall be approved by the affirmative vote of at least two-thirds of the members of the board. All major amendments proposed for adoption to the comprehensive plan by the board shall be presented at a single public hearing during the calendar year the proposal is made. The adoption or readoption of the comprehensive plan, and any major amendment to the comprehensive plan, shall not be enacted as an emergency measure and is subject to referendum as provided by article IV, part 1, section 1, subsection (8), Constitution of Arizona, and title 19, chapter 1, article 4. For the purposes of this section, "major amendment" means a substantial alteration of the county's land use mixture or balance as established in the county's existing comprehensive plan land use element for that area of the county. The county's comprehensive plan shall define the criteria to determine if a proposed amendment to the comprehensive plan effects a substantial alteration of the county's land use mixture or balance as established in the county's existing comprehensive plan land use element for that area of the county.

K. N/A

L. If the motion to adopt or readopt the plan or an amendment to the plan fails to pass, the board may reconsider the motion in any manner allowed by the board's rules of procedure, but any subsequent motion for the adoption or readoption of the plan or a major amendment to the plan must be approved by an affirmative vote of at least two-thirds of the members of the board. If the board fails to adopt or readopt the plan, the current plan remains in effect until a new plan is adopted. The board shall either reconsider the proposed plan or consider a revised plan within one year and shall continue to do so until one is adopted. All subsequent considerations of a new or revised plan must comply with the procedures prescribed by this article.

M. A county comprehensive plan, with any amendments, is effective for up to ten years from the date the plan was initially adopted or until the plan is readopted or a new plan is adopted pursuant to this subsection and becomes effective. On or before the tenth anniversary of the plan's most recent adoption, the board shall either readopt the existing plan for an additional term of up to ten years or shall adopt a new comprehensive plan as provided by this article.

N. A person, after having participated in the public hearing pursuant to subsection I of this section, may file a petition for special action in superior court to review the board of supervisor's decision that does not comply with the mandatory requirement prescribed in section 11-804, subsection B, paragraph 1, subdivision (e) within thirty days after the board has rendered its decision. The court may affirm, reverse or remand to the board of supervisors, in whole or in part, the decision reviewed for further action that is necessary to comply with the mandatory requirements prescribed in section 11-804, subsection B, paragraph 1, subdivision (e).